

August 13, 2007

**City of Milton-Freewater
City Council Minutes**

The Council of the City of Milton-Freewater met in regular session Monday, August 13, 2007 at 7:00 p.m. in the Albee Room of the Library.

The following members were present: Mayor Lewis Key, Councilors Orrin Lyon, Ed Chesnut, Debbie Kelley and Steve Irving. Councilor Brad Humbert was not in attendance and Councilor Keith Woods was out of town.

Staff members present were City Manager Delphine Palmer, Assistant City Manager Linda Hall, Public Works Superintendent Dave Bradshaw and Administrative Assistant Teresa Dutcher.

Citizens present were Merle Sherman and Pat Thomson.

Press member present was Melanie Hall of the Valley Herald.

MAYOR'S PROCLAMATION. Mayor Lewis Key proclaimed the week of September 10th through 16th of the year 2007 as National Suicide Prevention Week and encouraged initiatives based on the goals contained in the National Strategy for Suicide Prevention.

CONSENT CALENDAR ITEMS: The consent calendar items consist of minutes from the July 23, 2007 and July 9, 2007 city council meetings. Councilor Kelley motioned to adopt the consent calendar item. Councilor Chesnut seconded the motion which passed unanimously.

NEW BUSINESS

BID AWARD PAVING PORTIONS OF NW 8TH AND NW 9TH STREETS CONTRACT NO. C-207. Public Works Superintendent Dave Bradshaw stated this is a portion of the process required by Oregon state when the Council was asked in February to accept state funds for paving projects. This project was put out for bid and two bids were received. Funding is available in this budget year and as such, staff recommends to award Contract No. C-207 to the low bidder, Humber Asphalt, Inc., in the amount of \$75,200.00.

Councilor Kelley stated that considering the amount of funds in the budget, were there other projects scheduled. Mr. Bradshaw said that what Oregon State required is letter to the state to do more streets. Mr. Bradshaw said the costs had to be fairly accurate, but believed he would schedule two more streets for paving; however, the actual work would probably not be done until this next spring.

Councilor Kelley motioned to award Contract No. C-207 to the low bidder, Humbert Asphalt, Inc., in the amount of \$75,200.00. Councilor Lyon disclosed his employment association with Humbert Asphalt and stated he should abstain. Councilor Kelley then stated that her understanding was that Councilor Lyon would have to be directly receiving funds from this source for there to be a true conflict of interest and said she did not have any problem with his vote on this agenda item. Assistant City Manager Linda Hall stated this was her understanding as well, but had addressed Councilor Lyon to publicly disclose

his association. Council agreed to include Councilor Lyon's vote. Councilor Chesnut then seconded the motion which passed unanimously.

RESOLUTION NO. 2060 AUTHORIZING SIGNATURE TO AGREEMENT WITH OREGON CHILD DEVELOPMENT FOR BUS MAINTENANCE SERVICE. Public Works Superintendent Dave Bradshaw stated that presently city staff performs bus maintenance for several agencies, including this agency. The contract is due for renewal and requires staff to continue supplying Oregon Child Development Coalition (OCDC) with services for their motor pool fleet. Shop rate plus overhead is charged creating a slight budget income of \$2,500 to \$3,000 annually. Staff recommends the renewing of this contract.

Councilor Chesnut motioned to adopt Resolution No. 2060 authorizing signature to agreement with Oregon Child Development Coalition (OCDC) for bus maintenance services. Councilor Lyon seconded the motion which passed unanimously.

RESOLUTION NO. 2061 AUTHORIZING SIGNATURE TO ODOT GRANT AGREEMENT FOR THE PURCHASE AND MAINTENANCE OF A NEW BUS. Assistant City Manager Linda Hall stated that she and City Manager Delphine Palmer wanted to start this discussion with the recognition of Administrative Assistant Teresa Dutcher saying they were only as good as the help around them. The Council had seen several grants this year and must be having a feeling of déjà vu. This night was chosen for this recognition because, in the opinion of both Ms. Hall and Ms. Dutcher, this is the most exciting grant that has been awarded this year to fund a brand new bus for our community. Council applauded Ms. Dutcher for her efforts to obtain several grants.

Ms. Hall continued saying this was the fourth or fifth grant that had been brought before the Council this year. The process for grants is to apply for all and hope to receive a few. This year the City was awarded all but a portion of one grant. This specific grant requires a match of \$13,389 with a maximum of \$53,558. The specifications have already been identified. It will be similar in size to the bus the City has now as it seems to fit our market. Historically when Valley Transit serviced Milton-Freewater, they sent large busses to our area with almost the same ridership as we have today. This was discouraging and when Valley Transit's costs increased and the City's contract increased, the City could no longer pay for this service. So the smaller bus is much better for the current market and maintenance. The specifications include a 16 to 19 passenger, wheel chair lift, 2 secure stations for wheelchairs and all the necessary supplies to put the bus in service. These include some of the incidentals that the mechanics have to do to make the bus road ready. Staff is pleased to partake of this grant and recommend that Council authorize signature.

Councilor Irving asked what would happen with the old bus. Ms. Hall said she could see pros and cons with either keeping the bus or disposing of it. Currently the City does not have a back-up bus, so without the bus we simply cannot operate. The bus currently has regular patrons that ride the bus weekly and not having the bus in operation creates an inconvenience for these patrons. Another problem is there is no way to get the message to the patrons so they are not able to plan ahead. However, there are motor pool costs to keep a second bus in service and it is very hard on vehicles to have them stationary. If the bus is

sold, it would have to be declared surplus so the Council would be part of the decision process.

City Manager Delphine Palmer said the current bus was given to the City at no cost and staff has been hoping it would not fail. The mechanics have done an excellent job keeping this bus on the route. Councilor Irving stated for the record the bus has almost a quarter of a million miles on it. Ms. Palmer further said this was one of the most difficult grants with all its complexities and so it is very exciting and something all can be very proud of.

Councilor Kelley motioned to adopt Resolution No. 2061, resolution authorizing signature to ODOT Agreement No. 24284 for receipt of \$53,558 for funding the purchase of a new bus and limited maintenance on the new vehicle. Councilor Chesnut seconded the motion which passed unanimously.

Mayor Key announced this was the opportunity for citizens to approach the Council with issues not on this agenda.

Merle Sherman, 716 Pierce ST, asked what was being done with the pigeons. City Manager Delphine Palmer said the contract was signed and Public Works Superintendent Dave Bradshaw said the project was already in the works.

MANAGER'S REPORT

City Manager Delphine Palmer said she had been working on recruitment selections and bargaining contracts.

The Public Works and Police departments' staff has been working full time getting ready for the Muddy Frogwater Festival. The amount of hours and salaries paid out last year was nearly \$16,000 and requests for service have been greater this year. The City contributes a huge part to make this event possible and it should be a great festival this year.

The City's internet and general computer system is poor, and Milton-Freewater School District Superintendent Marilyn McBride said she thought the City could join in the system they are on with ESD and have a much better system. The system would be wireless, much faster and cost less than the system the City currently has. A meeting was held with ESD and staff will be moving forward to become part of the same system the school district currently has.

COUNCIL ANNOUNCEMENTS

Councilor Kelley said she had received a telephone call from George Gillette, school board chair, regarding the joint council—school board meeting. Mr. Gillette has communicated with his board members and they are looking forward to this meeting. Mr. Gillette suggested two topics to use as an outline for the work session. One, current collaborations, which have been discussed with City Manager Delphine Palmer, and two, things that both the City and the District have in common, but are not currently collaborating on. Councilor Chesnut asked when the meeting would take place. Councilor Kelley said the regularly scheduled council meeting on August 27, 2007 where both place and time has been reserved for this work session.

Mayor Key thanked Administrative Assistant Teresa Dutcher for her work in making a plaque. Mayor Key said he received a call from the retirement home housing a woman born in 1901 and going to have a birthday party. Her name is Violet Wells and she will be going to Walla Walla to have sushi for the first time because Ms. Wells believes you are never too old to try something new. Even at 106 years young. Walla Walla Mayor Dominick Elia will be doing something as well. Mayor Key said he spoke with Ms. Dutcher who put together a wonderful plaque and announced that Ms. Wells loved it. Mayor Key said his wife, Ms. Patti Key, purchased a corsage and Mayor Key interviewed her and had photos taken. Ms. Wells is extremely sharp and lived alone until last year when she fell.

At 7:25 p.m. the Council adjourned to an executive session pursuant to ORS 192.660(2)(d) to conduct deliberations with person designated by the governing body to carry on labor negotiations.

The City Council returned to open session from executive session at 8:10 p.m.

No press or citizens outside the Council Chambers when doors opened.

Mayor Key called the City Council meeting back into open session. Discussion ensued regarding hiring of the next City Manager. City Manager Delphine Palmer suggested we call Assistant City Manager Linda Hall to hear our last motion of the evening by speaker phone. After reaching her, a motion was made by Councilor Debbie Kelley that was constructed by all councilors present, to wit:

“In light of the needs of our City and the positive direction and growth of Milton-Freewater, of all the candidates considered, Linda Hall’s exemplary work performance and her exceptional ability to work with the City Council and citizens, we have decided to conclude our search for City Manager because we have the best individual for the position right here at home. Therefore I move to conclude our search and make the motion to approve the hiring of Linda Hall as our next City Manager.”

Ms. Hall stated she was shocked and then asked if the Council wanted to go through with this motion as all members of the council were not in attendance. Councilor Kelley said this had already been discussed, but it was decided to go forward as there was a full quorum.

The motion was then seconded by Councilor Steve Irving, which passed unanimously.

Congratulations went all around to Linda from the council and current City Manager Delphine Palmer. Linda Hall graciously accepted.

There being no further business, the meeting was adjourned at 8:25 p.m.

Lewis S. Key, Mayor